

**AGENDA FOR THE COUNCIL MEETING OF
THE CORPORATION OF THE TOWNSHIP OF RED ROCK
FOR THE 940th REGULAR MEETING OF OCTOBER 4th, 2021 AT 6:30 P.M.**

1. Closed Session
2. Report from Closed Session
3. Preliminary Matters:
 - Item 3.1: Call to Order (7:00pm)
 - Item 3.2: Fire Prevention Week Proclamation RES
 - Item 3.3: Amendments to/Acceptance of Agenda RES
 - Item 3.4: Request/Receive Disclosures of Interest
4. Presentations or Deputations
 - Item 4.1: Northwestern Ontario Municipal Association Update – Wendy Landry, NOMA President
5. Minutes of Previous Council Meeting(s)
 - Item 5.1: Minutes of the September 20th, 2021 Regular Meeting of Council (Open) RES
 - Item 5.2: Minutes of the September 20th, 2021 Regular Meeting of Council (Closed) RES
 - Item 5.3: Minutes of the September 28th, 2021 Special Meeting of Council (Open) RES
 - Item 5.3: Minutes of the September 28th, 2021 Special Meeting of Council (Closed) RES
6. Correspondence
 - Item 6.1: Resolutions from other Municipalities for approval/consideration
 - Item 6.2: Trent Lakes – OHIP-Insured Eye Care RES
 - Item 6.3: City of Stratford – Replace Gas Powered Electrical RES
 - Item 6.4: Tay Valley Township – AGCO Small Organization Permits RES
7. Reports from Committees, Boards or Agencies
 - Item 7.1: Open & Closed Minutes of the July 15, 2021 TBDSSAB Meeting RES
8. Reports from Administration
 - Item 8.1: Report on Administrative Activity RES
 - Item 8.2: Report on Payment Vouchers RES
 - Item 8.3: Report on OCWA Change Orders RES (2)
9. By-laws
 - Item 9.1: By-law 2021-1253 – Policy & Procedures for Water/Sewer Charges RES
10. New Business
11. Unfinished Business
12. Closed Session (continued, if required)
13. Report from Closed Session
14. Confirming By-law (#2021-1254) RES
15. Adjournment

Township of Red Rock

PROCLAMATION

**Fire Prevention Week
October 3 – 9, 2021**

WHEREAS, Red Rock is committed to ensuring the safety and security of all those living in and visiting Red Rock; and

WHEREAS, fire is a serious public safety concern both locally and nationally, and homes are the locations where people are at the greatest risk from fire; and

WHEREAS, smoke alarms detect smoke well before you can, alerting you to danger in the event of fire in which you may have just seconds to escape safely; and

WHEREAS, working smoke alarms save lives by providing early warning of fire so you and your family can safely escape; and

WHEREAS, Red Rock residents should be sure everyone in the home understands the sounds of the alarms and knows how to respond; and

WHEREAS; residents who have planned and practiced a home fire escape plan are more prepared and will therefore be more likely to survive a fire; and

WHEREAS, Red Rock residents will make sure their smoke and carbon monoxide alarms meet the needs of all their family members, including those with sensory or physical disabilities; and

WHEREAS, Red Rock's first responders are dedicated to reducing the occurrence of home fires and home fire injuries through prevention and public fire safety education; and

WHEREAS; Red Rock's residents are responsive to public health education measures and are able to take personal steps to increase their safety from fire, especially in their homes; and

WHEREAS, the 2021 Fire Prevention Week theme™, "Learn the Sounds of Fire Safety™"; effectively serves to remind us it is important to learn the different sounds of smoke and carbon monoxide alarms.

NOW THEREFORE, I, Darquise Robinson, Mayor of Red Rock do hereby proclaim October 3-9, 2021, as Fire Prevention Week, and I urge all the people of Red Rock to "Learn the Sounds of Fire Safety™", and to support the many public safety activities and efforts of Red Rock fire and emergency services.

IN WITNESS THEREOF,

Darquise Robinson, Mayor

THE CORPORATION OF THE TOWNSHIP OF RED ROCK

938th REGULAR MEETING OF COUNCIL

SEPTEMBER 20th, 2021

Present:	Mayor:	D. Robinson
	Councillors:	S. Park
		G. Muir
		M. McDonald
	Chief Administrative Officer:	M. Figliomeni
	Director of Operations:	B. Westerman
	Fire Chief:	R. Pitre

ONE: CLOSED SESSION

1.1 Resolution to Close the Meeting

Resolution #1

Moved by: Councillor Muir

Seconded by: Councillor Park

BE IT RESOLVED THAT Council move into Closed Session at 6:30pm under the authorities as printed in the Agenda.

CARRIED

Council entered closed session. During the Closed Session meeting, the following resolutions were passed:

Resolution #2

Moved by: Councillor Park

Seconded by: Councillor McDonald

BE IT RESOLVED THAT, the Closed Session minutes for the September 7th, 2021 Council Meeting be approved.

CARRIED

Resolution #3

Moved by: Councillor Muir

Seconded by: Councillor McDonald

BE IT RESOLVED THAT, Council rise from Closed Session at 6:57pm and report in Open Session.

CARRIED

The open session re-convened at 6.58p.m.

TWO: REPORT FROM CLOSED SESSION

Item 1.2, the Closed Session minutes of the Regular Council meeting held on September 7th, 2021, had been approved by resolution in the Closed Session by resolution #2. Council also discussed personnel matters (Item 1.3) and potential litigation (Item 1.4).

THREE: PRELIMINARY MATTERS

3.1 Call to Order

Mayor Robinson called the meeting to order at 7:00 p.m.

3.2 Acceptance of the Agenda

Resolution #4

Moved by: Councillor Park

Seconded by: Councillor McDonald

BE IT RESOLVED THAT the Agenda for this evening's meeting be approved, as circulated.

CARRIED

3.3 Disclosures of Interest

In response to Mayor Robinson's request, no members disclosed interests in matters before council this evening.

FOUR: PRESENTATIONS OR DEPUTATIONS

Johanna Kirkbride and Jeff St. Pierre from Ontario Clean Water Agency came to Council to discuss an Agreement Change Order to the Water Treatment Plant as well as the Strategic Infrastructure Project. OCWA proposed a change in the staffing at the Water Treatment and Wastewater Treatment Plants. Currently, there are 1.6 FTE for on-site staffing. OCWA presented a .4 increase to bring the staffing up to 2.0 FTE in order to operate both plants. This increase comes at a cost of \$57,225 per year. Johanna also covered the Strategic Infrastructure Planning (SIP) for the Township. Council decided to formalize the agreement for the SIP Program by resolution at the next meeting.

Council thanked Johanna and Jeff for their presentation.

FIVE: MINUTES OF PREVIOUS COUNCIL MEETINGS

Item 1.2 was passed by resolution during the Closed Session. Item 5.2 was also passed by resolution. No errors or omissions in any of the minutes were raised.

Resolution #5

Moved by: Councillor Park

Seconded by: Councillor Muir

BE IT RESOLVED THAT the Open Session minutes for the September 7th, 2021 Council Meeting be approved.

CARRIED

SIX: CORRESPONDENCE

6.1 Resolutions from other Municipalities for approval/consideration

Councillor McDonald asked for all three resolutions to be brought back to the next meeting for consideration.

6.2 Letter from Jim Dampier

Council discussed the letter written in regards to the sale and extraction of plug-in rails in the Mill parking lot. Councillor Muir stated that he would like to advertise and give the opportunity to other individuals that may also want to make a bid on the material. Council directed Administration to advertise the opportunity to the public before a sale takes place.

6.3 Letter from Live from the Rock

Council discussed the letter written by Laura Foulds, Festival Chair for Live from the Rock. LFTR requests the use of the restaurant space, washrooms and showers for their '*Heavy Rotation*' concert in October. They also requested the surrounding grounds and some assistance from Public Works as a sponsorship from the Township. The following resolution was passed:

Resolution #6

Moved by: Councillor Muir

Seconded by: Councillor McDonald

BE IT RESOLVED THAT Council approves the usage of the Marina Building space and surrounding grounds free of charge to Live from the Rock for the Heavy Rotation music concert.

CARRIED

SEVEN: REPORTS FROM COMMITTEES, BOARDS OR AGENCIES

7.1 Minutes of the June 8, 2021 Red Rock Public Library Board Meeting

Council posed no questions on this matter.

Resolution #7

Moved by: Councillor Park

Seconded by: Councillor McDonald

BE IT RESOLVED THAT the minutes of the Red Rock Public Library Board's meeting held on June 8th, 2021 be received.

CARRIED

EIGHT: REPORTS FROM ADMINISTRATION

8.1 Report from the Director of Operations

Councillor McDonald asked if there was a long term fix for Bridge #1, Mr. Westerman responded that the long term fix would be a new bridge. He explained that the current strategy is to compress the bends and pilings in concrete to stop the bridge from shifting. He mentioned that anchoring to the side of the bank was another option. Councillor Muir asked for a cost estimate for a bridge replacement. Mr. Westerman stated that many factors have to be taken into consideration before a number can be provided. Councillor Muir also asked for a presentation from JML Engineering regarding the plan for a bridge replacement.

Resolution #8

Moved by: Councillor Park
Seconded by: Councillor McDonald

BE IT RESOLVED THAT the report from the Director of Operations be received.

CARRIED

8.2 Report from the Fire Chief

Council posed no questions to the Fire Chief on his report.

Resolution #9

Moved by: Councillor McDonald
Seconded by: Councillor Muir

BE IT RESOLVED THAT Council appoints Kale Appelkvist as a probationary Fire Fighter, effective September 23, 2021; and

That the report from the Fire Chief be received.

CARRIED

8.3 Report from the Community Development Officer

Councillor Muir asked for an update on the Recreation Rehab financial breakdowns. Mr. Figliomeni mentioned that there has been some delays in the funding, although a timeline can be provided to Council at a later date.

Resolution #10

Moved by: Councillor Park
Seconded by: Councillor Muir

BE IT RESOLVED THAT the report from the Community Development Officer be received.

CARRIED

8.4 Report on Administrative Activity

Councillor McDonald requested topics from the SAGE Review be added to the Administrative Report.

Resolution #11

Moved by: Councillor Park
Seconded by: Councillor McDonald

BE IT RESOLVED THAT the report from Administration be received.

CARRIED

8.5 Report on Payment Vouchers

Councillor McDonald asked for more detail in the payment vouchers.

Resolution #12

Moved by: Councillor Park
Seconded by: Councillor McDonald

BE IT RESOLVED THAT the following payments be approved:

GENERAL PAYMENT

DATE	CHEQUE NOS.	AMOUNT
09/17	4516 - 4527	\$ 16,748.45
		\$ 16,748.45

ELECTRONIC FUNDS TRANSFERS

DATE	CHEQUE NOS.	AMOUNT
08/11 – 09/08	65 – 92	\$ 65,807.66
09/17	93 – 99	\$ 45,752.92
		\$ 111,560.58

COMMUNITY CHEQUING

DATE	CHEQUE NOS.	AMOUNT
09/21	63 – 66	\$ 251,367.03
		\$ 251,367.03

PAYROLL

DATE	CHEQUE NOS.	AMOUNT
09/23	404 – 422	\$ 23,407.41
		\$ 23,407.41

TOTAL PAYMENTS

\$ 403,083.47

CARRIED

8.6 Report on New Statutory Holiday

Mr. Figliomeni submitted the report for Council's information and approval. Council was not in favour of making the National Day for Truth and Reconciliation a Statutory Holiday for the Township.

8.7 Report on Requests from Councillor

Mr. Figliomeni submitted the report that included topic requests from Councillor Muir. Councillor Park asked for a date that the Financial Audit would be finished and presented, Mr. Figliomeni mentioned that the audit was being finalized and a Special Meeting would be held for the presentation.

Councillor Muir asked for an update on the Asset Management Plan, requesting a presentation on the progress of the project. Councillor Muir also requested to see and act on a Maintenance Plan for the Township.

Councillor McDonald asked about the Treasurer update. Mr. Figliomeni answered that there is currently a short-term solution in place, but discussions are being had regarding the position and sharing the duties with neighbouring communities. Councillor Muir voiced that he would like to see an advertisement posted for an Accountant position. Mr. Figliomeni stated that he is happy with the day to day operations at the moment, and needs more time to assess the position.

NINE: BY-LAWS

No by-laws were introduced at this meeting.

TEN: NEW BUSINESS

No items of new business were raised by members of Council.

ELEVEN: UNFINISHED BUSINESS

11.1 Recreation Centre Ice

Mr. Figliomeni submitted the report to Council on winter operations at the Recreation Centre. Councillor Muir was not in favour of installing the ice in the Arena and asked for a further breakdown of costs.

Resolution #13

Moved by: Councillor Park

Seconded by: Councillor McDonald

BE IT RESOLVED THAT Council approves to operate the Arena Ice from November 2021 to the end of February 2022.

CARRIED

TWELVE: CLOSED SESSION

Council did not go back into Closed Session.

THIRTEEN: REPORT FROM CLOSED SESSION

There was no report from Closed Session.

FOURTEEN: CONFIRMING BY-LAW

Resolution #14

Moved by: Councillor Park

Seconded by: Councillor McDonald

BE IT RESOLVED THAT By-law 2021-1251, to confirm the proceedings of this Council Meeting held on September 20, 2021, be passed as circulated.

CARRIED

FIFTEEN: ADJOURNMENT

There being no further business to conduct, Mayor Robinson declared the meeting adjourned at 8:10p.m.

Mayor

Chief Administrative Officer/Clerk

THE CORPORATION OF THE TOWNSHIP OF RED ROCK

939th SPECIAL MEETING OF COUNCIL

SEPTEMBER 28th, 2021

Present: Mayor: D. Robinson
Councillors: C. Todesco
G. Muir
M. McDonald
Chief Administrative Officer: M. Figliomeni

ONE: CLOSED SESSION

Council did not start the meeting with a Closed Session

TWO: REPORT FROM CLOSED SESSION

None

THREE: PRELIMINARY MATTERS

3.1 Call to Order

Mayor Robinson called the meeting to order at 5:00 p.m.

3.2 Acceptance of the Agenda

Resolution #1

Moved by: Councillor Muir

Seconded by: Councillor McDonald

BE IT RESOLVED THAT the Agenda for this Special Meeting on September 28, 2021 be approved, as circulated.

CARRIED

3.3' Disclosures of Interest

In response to Mayor Robinson's request, no members disclosed interests in matters before council this evening.

FOUR: PRESENTATIONS OR DEPUTATIONS

Kirsten Spithoff from BDO Dunwoody presented the draft 2020 Financial Audits for the Township and Library. Kirsten walked Council through the statements page by page and further outlined the scope of the audit.

Council thanked Kristen for her presentation and the following resolutions were passed:

Resolution #2

Moved by: Councillor Todesco
Seconded by: Councillor McDonald

BE IT RESOLVED THAT Council accepts the 2020 Consolidated Financial Statements for the Township of Red Rock, as presented.

CARRIED

Resolution #3

Moved by: Councillor Muir
Seconded by: Councillor McDonald

BE IT RESOLVED THAT Council accepts the 2020 Consolidated Financial Statements for the Red Rock Public Library, as presented.

CARRIED

FIVE: MINUTES OF PREVIOUS COUNCIL MEETINGS

There were no minutes presented at this meeting.

SIX: CORRESPONDENCE

There was no correspondence brought forward at this meeting.

SEVEN: REPORTS FROM COMMITTEES, BOARDS OR AGENCIES

No reports from Committees, Boards or Agencies were brought forward at this meeting.

EIGHT: REPORTS FROM ADMINISTRATION

There were no reports from Administration brought forward at this meeting.

NINE: BY-LAWS

No by-laws were introduced at this meeting.

TEN: NEW BUSINESS

No items of new business were raised by members of Council.

ELEVEN: UNFINISHED BUSINESS

No items of unfinished business were brought to this meeting.

TWELVE: CLOSED SESSION

10.1 Resolution to Close the Meeting

Resolution #4

Moved by: Councillor Muir

Seconded by: Councillor McDonald

BE IT RESOLVED THAT Council move into Closed Session at 5:46pm for personnel matters about an identifiable individual.

CARRIED

Council entered closed session. During the Closed Session meeting, the following procedural resolution was passed:

Resolution #5

Moved by: Councillor Todesco
Seconded by: Councillor McDonald

BE IT RESOLVED THAT, the time being 6:13p.m., Council rise from closed session and report in open session.

CARRIED

The open session re-convened at 6:14p.m.

THIRTEEN: REPORT FROM CLOSED SESSION

Council moved into Closed Session to review and discuss the Management Letter received from BDO Dunwoody for the 2020 Financial Audit.

FOURTEEN: CONFIRMING BY-LAW

Resolution #6

Moved by: Councillor Muir
Seconded by: Councillor McDonald

BE IT RESOLVED THAT By-law 2021-1252, to confirm the proceedings of this evening's meeting be passed, as circulated.

CARRIED

FIFTEEN: ADJOURNMENT

There being no further business to conduct, Mayor Robinson declared the meeting adjourned at 6:15p.m.

Mayor

Chief Administrative Officer/Clerk

Requests for Resolution Support from Other Municipalities

Council Meeting October 4, 2021

The following subject-matter resolutions not previously considered by Council, have been received:

No.	Date	Municipality (or Municipalities)	Subject Matter
1.	Sept. 13	Township of Scugog	To encourage the Province of Ontario and Government of Canada to provide more funding to rural municipalities to support infrastructure projects related to major bridge and culvert replacements
2.	Sept. 17	City of Sarnia	Requesting the Government of Ontario to take steps to address the problem of Renovictions in Ontario.



September 17, 2021

The Honourable Doug Ford
Premier of Ontario
Legislative Building, Queen's Park
Toronto, ON M7A 1A1

sent via email: premier@ontario.ca

Re: Structure Inventory and Inspections

Dear Premier:

At the last regular General Purpose and Administration Committee meeting held September 13, 2021 the above captioned matter was discussed.

I wish to advise that the following resolution was passed which will be going forward for ratification at the September 27, 2021 Township of Scugog Council meeting:

THAT Report PWIS-2021-027, 2021 Structure Inventory and Inspections, be received;

THAT the Township of Scugog 2021 Ontario Structure Inspection Manual Inventory and Inspection Summary Report, prepared by Planmac Engineering Inc., be received;

THAT as part of the annual budget process, the Township continue to increase the amount of funding available for bridges and culverts through the continuation of Roads and Other Infrastructure Levy;

THAT as part of the annual budget process, the Township continue to increase the investment in bridge and culvert maintenance and repair through other means including identifying efficiencies and cost savings and applying for grants through other levels of government for major bridge and culvert replacements;

THAT the Township follow the principles of Asset Management and prioritize preventative maintenance such as waterproofing decks, repaving decks, repair concrete soffits, parapet walls, abutments and wingwalls, etc.

THAT the Province of Ontario and the Government of Canada be encouraged to provide more funding to rural municipalities to support infrastructure projects related to major bridge and culvert replacements; and

THAT a copy of the staff report and resolution be forwarded to the Premier of Ontario, Provincial Minister of Finance, Federal Finance Minister, MP Erin O'Toole, MPP Lindsey Park, AMO, Durham Region and all Ontario municipalities."

Should you require anything further in this regard, please do not hesitate to contact Kevin Arsenault, Capital Projects Technologist at 905-985-7346 ext. 138.

Yours truly,



Becky Jamieson
Director of Corporate Services/Municipal Clerk
Encl.

cc:

Kevin Arsenault, Capital Projects Technologist	karsenault@scugog.ca
Honourable Chrystia Freeland, Federal Minister of Finance	chrystia.freeland@fin.gc.ca
Honourable Peter Bethenfalvy, Ontario Minister of Finance	Minister.fin@ontario.ca
Lindsey Park, MPP, Durham	Lindsey.park@pc.ola.org
Erin O'Toole, MP	Erin.OTOole@parl.gc.ca
Ralph Walton, Regional Clerk, The Regional Municipality of Durham	clerks@durham.ca
Association of Municipalities of Ontario (AMO)	amo@amo.on.ca
All Ontario Municipalities	



**THE CORPORATION OF THE CITY OF SARNIA
City Clerk's Department**

255 Christina Street N. PO Box 3018
Sarnia ON Canada N7T 7N2
519-332-0330 (phone) 519-332-3995 (fax)
519-332-2664 (TTY)
www.sarnia.ca clerks@sarnia.ca

September 17, 2021

Honourable Doug Ford
Premier of Ontario
Legislative Building
Queen's Park
Toronto ON M7A 1A1

Dear Premier,

RE: Renovictions

At its meeting held on September 13, 2021, Sarnia City Council adopted the following resolution with respect to "Renovictions":

That Sarnia City Council request that the Government of Ontario take additional and meaningful steps to address the ever increasing problem of "Renovictions" in The Province of Ontario. Citizens and communities are hurt by these unscrupulous practices which can and does directly impact the affordable housing crisis, as well as inflict damage (both financially and mentally) particularly on our most vulnerable citizens; and

That this correspondence also be sent to other Municipalities in Ontario for their consideration and possible endorsement.

Your consideration of this matter is respectfully requested.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Amy Burkhart'.

Amy Burkhart
City Clerk

Cc: The Honourable Doug Downey, Attorney General
Bob Bailey, MPP
All Ontario Municipalities



760 Peterborough County Road 36, Trent Lakes, ON K0M 1A0 Tel 705-738-3800 Fax 705-738-3801

September 9, 2021

Via email only

To: Premier Doug Ford – doug.fordco@pc.ola.org
Ontario Minister of Health Christine Elliott – christine.elliott@pc.ola.org
Dave Smith, MPP Peterborough-Kawartha – dave.smith@pc.ola.org
David Piccini, MPP Northumberland-Peterborough South –
david.piccini@pc.ola.org
Laurie Scott, MPP Haliburton-Kawartha Lakes-Brock – laurie.scott@pc.ola.org
Ontario Association of Optometrists – oaoinfo@optom.on.ca

Re: **OHIP Eye Care Resolution R2021-593**

Please be advised that during their Regular Council meeting held September 7, 2021, Council passed the following resolution:

Resolution No. **R2021-425**

Moved by Councillor Lambshead
Seconded by Councillor Franzen

Whereas routine eye care is critical in early detection of eye diseases like glaucoma, cataracts, and macular degeneration, and the health of eyes is critical to overall health and quality of life; and

Whereas conditions that may be detected with an annual eye exam include Diabetes mellitus, Glaucoma, Cataract, Retinal disease, Amblyopia (lazy eye), Visual field defects (loss of part of the usual field of vision), Corneal disease, Strabismus (crosses eyes), Recurrent uveitis (an inflammation of the uvea, the middle layer of the eye that consists of the iris, ciliary body and choroid), Optic pathway disease; and

Whereas payments from OHIP have only increased 9% over the last 30 years, which has not come close to matching inflation of costs (which include rent, staff, utilities, equipment, taxes and supplies); and

Whereas the lack of funding makes it difficult to invest in modern technology, and newer technology means earlier detection of eye disease; and

Whereas the Provincial government's refusal to formally negotiate with Optometrists for more than 30 years has forced the Optometrists to absorb approximately 173 Million dollars annually in the cost to deliver eye care to Ontarians; and

Whereas the 2021 Ontario Budget did not address OHIP-insured eye care, Ontario Optometrists took action and voted to withdraw OHIP services starting

September 1, 2021, unless the government agrees to legally-binding negotiations to fund these services at least to the cost of delivery; and

Whereas this job action will jeopardize good eyecare for those who need the care of an optometrist the most and will have the greatest impact on the most vulnerable groups. Children, who's lifetime ability to learn and develop depends on good vision and to the elderly, who are at the greatest risk for vision-threatening ocular diseases;

Now Therefore, be it resolved that the Municipality of Trent Lakes requests that the Provincial government recognize the value that access to quality eye care brings to all Ontarians and act now to protect it; and further

That the Provincial government address the OHIP-insured eye care immediately and enter into legally-binding negotiations with Ontario Optometrists to fund these services at least to the cost of delivery, prior to any job action taking place; and further

That a copy of this resolution be forwarded to Premier Ford, Ontario Minister of Health Christine Elliot, MPP Dave Smith, MPP David Piccini, MPP Laurie Scott, to the Ontario Association of Optometrists, and to all municipalities in Ontario.

Carried.

Sincerely,



Jessie Clark, Director of Corporate Services/Clerk

cc: Ontario Municipalities



THE CORPORATION OF THE CITY OF STRATFORD

Resolution: Phase Out Ontario's Gas Plants

WHEREAS the Earth is on course toward a climate crisis, unless timely actions are taken to minimize the greenhouse effect;

AND WHEREAS the use of fossil fuels is a major contributor to the greenhouse effect because of the increasing amount of heat trapping Carbon Dioxide in the atmosphere;

AND WHEREAS Stratford, along with other municipalities has declared a "Climate Emergency" and is considering a Carbon Net Zero goal to be achieved by 2050;

AND WHEREAS the 2050 Carbon Net Zero goal has been, and is being adopted by countries and governments at all levels, as well as by industries, social and economic institutions;

AND WHEREAS the most effective way of achieving that goal is through initiatives in reducing carbon footprint, and greening;

AND WHEREAS in the Province of Ontario, Electricity generation fueled by Natural gas contributes substantially to the province's carbon footprint and provides an opportunity for rapid reduction of carbon dioxide emissions through the elimination of this form of generation;

AND WHEREAS in the interest of environmental and economic wellbeing for the province of Ontario, immediate action to replace the gas generators by sustainable zero carbon alternatives should be undertaken;

NOW THEREFORE IT BE RESOLVED that the City of Stratford strongly appeal to the Government of Ontario to immediately take steps to replace gas powered electrical generation with non-carbon based sustainable alternatives;

AND BE IT FURTHER RESOLVED that this resolution be circulated to Ontario municipalities and their organizations including AMO and OSUM for their consideration of support.

Adopted by City Council of The Corporation of the City of Stratford on June 28, 2021

The Corporation of the City of Stratford, P.O. Box 818, Stratford ON N5A 6W1
Attention: City Clerk, 519-271-0250 ext 5329, clerks@stratford.ca



Tay Valley Township

August 27, 2021

The Honourable Doug Downey
Ministry of the Attorney General
McMurtry-Scott Building, 720 Bay Street
Toronto, ON M7A 2S9

Dear Minister Downey:

Sent via Email: attorneygeneral@ontario.ca

RE: Lottery Licensing to Assist Small Organizations

The Council of the Corporation of Tay Valley Township at its Council meeting on August 24th, 2021 adopted the following resolution:

RESOLUTION #C-2021-08-39

“THAT, the Council of Tay Valley Township hereby requests Staff to contact the Ministry responsible for the Alcohol and Gaming of Ontario to seek their assistance in implementing an additional level of licensing which would permit small organizations to hold fundraisers as a method of sustaining our community and organizations;

AND THAT, all municipalities in Ontario are sent this resolution to seek their assistance in lobbying the Ministry.”

If you require any further information, please do not hesitate to contact the undersigned at (613) 267-5353 ext. 130 or clerk@tayvalleytwp.ca.

Sincerely,

Amanda Mabo, Acting CAO/Clerk

cc: All municipalities in Ontario



**MINUTES OF BOARD (REGULAR SESSION) MEETING NO. 11/2021
OF
THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD**

DATE OF MEETING: July 15, 2021

TIME OF MEETING: 10:00 a.m.

LOCATION OF MEETING: Microsoft Teams

CHAIR: Lucy Kloosterhuis

PRESENT:

Albert Aiello
Kim Brown
Shelby Ch'ng
Jody Davis
Andrew Foulds
James Foulds
Brian Hamilton
Kevin Holland
Rebecca Johnson
Lucy Kloosterhuis
Elaine Mannisto
Aldo Ruberto
Wendy Wright

OFFICIALS:

William (Bill) Bradica, Chief Administrative
Georgina Daniels, Director, Corporate Services Division
Ken Ranta, Director, Integrated Social Services Division
Glenda Flank, Recording Secretary

GUESTS:

Crystal Simeoni, Manager, Housing Programs
Barry Caland, Manager, Infrastructure & Asset
Management
Keri Greaves, Manager, Finance
Louise Piercey, Manager, Child Care & Early Years
Programs
Aaron Park, Supervisor, Research and Social Policy
Carole Lem, Communications & Engagement Officer

REGRETS:

Ray Lake

Note: For the purposes of the Minutes references to TBDSSAB or the Board refers to The District of Thunder Bay Social Services Administration Board of Directors as relevant to specific agenda items; references to TBDHC or the Board refers to the Directors of Thunder Bay District Housing Corporation as relevant to specific agenda items. References to CAO refer jointly to the Chief Administrative Officer of TBDSSAB and Senior Administrator of TBDHC.

BOARD MEETING

DISCLOSURES OF INTEREST

None.

NEW BUSINESS

William Bradica, CAO advised Board Members, in response to a question, that although there was a recent funding announcement made, Administration had provided an update regarding this funding at a previous meeting.

CONFIRMATION OF BOARD MEETING AGENDA

Resolution No. 21/44

Moved by: Kevin Holland
Seconded by: James Foulds

THAT with respect to the agendas for the Board Regular and Closed Session meetings of The District of Thunder Bay Social Services Administration Board for July 15, 2021, we approve the agendas as printed;

AND THAT we approve any additional information and new business.

CARRIED

MINUTES OF PREVIOUS MEETINGS

Board Meetings

Minutes of Board Meeting No. 09/2021 (Regular Session) and Meeting No. 10/2021 (Closed Session) of The District of Thunder Bay Social Services Administration Board, held on June 17, 2021, were presented for confirmation.

Resolution No. 21/45

Moved by: Kim Brown
Seconded by: Albert Aiello

THAT the Minutes of Board Meeting No. 09/2021 (Regular Session) and Meeting No. 10/2021 (Closed Session) of The District of Thunder Bay Social Services Administration Board, held on June 17, 2021, be confirmed.

CARRIED

CLOSED SESSION

Administration recommended that the Board adjourn to a closed meeting relative to receipt of information with respect to solicitor client privilege regarding Legal Matter #01-2020, City of Thunder Bay.

Resolution No. 21/46

Moved by: Kevin Holland
Seconded by: Albert Aiello

THAT the Board adjourns to Closed Session relative to the receipt of information with respect to solicitor client privilege regarding Legal Matter #01-2020, City of Thunder Bay.

CARRIED

At 10:28 a.m. the meeting reconvened in Regular Session with all official administration members, Keri Greaves, Manager, Finance, Barry Caland, Manager, Infrastructure and Asset Management, and all Board Members in attendance with the exception of Shelby Ch'ng and Aldo Ruberto.

REPORTS OF ADMINISTRATION

2021 Second Quarter Financial Report

Report No. 2021-29 (Corporate Services Division) was presented to provide the 2021 Second Quarter Financial Report and projection to year end for the information of the Board.

At 10:33 a.m. Shelby Ch'ng, Board Member entered the meeting.

William Bradica, CAO and Georgina Daniels, Director, Corporate Services responded to questions.

**Wadsworth Drive and Ruskin Crescent
Direct Owned Housing Properties
Options**

The First Report on the Wadsworth Drive and Ruskin Crescent Direct-Owned Housing Properties Options was presented to the Board at the May 20, 2021 Board Meeting with a further report to be presented at the July 15, 2021 Board Meeting.

A memorandum from Georgina Daniels, Director, Corporate Services Division, dated June 25, 2021 was presented to advise the Board that the Board Report to be presented at the July 15, 2021 meeting would be delayed.

At 10:45 a.m. Keri Greaves, Manager, Finance and Barry Caland, Manager, Infrastructure & Asset Management left the meeting and Crystal Simeoni, Manager, Housing Programs joined the meeting.

Geraldton Native Housing Corporation Update

A memorandum from Ken Ranta, Director, Integrated Social Services, dated June 23, 2021 was presented to provide the Board with updated information regarding Geraldton Native Housing Corporation Board of Directors.

Ken Ranta, Director, Integrated Social Services and William Bradica, CAO responded to questions.

At 10:53 a.m. Louise Piercey, Manager, Child Care and Early Years Programs and Aaron Park, Supervisor, Research and Social Policy entered the meeting.

Child Care Centre Viability

Report No. 2021-30 (Integrated Social Services Divisions) was presented to the Board providing information supporting a comprehensive review of the District of Thunder Bay child care service system financial viability, for consideration.

Ken Ranta, Director, Integrated Social Services provided an overview of the report and responded to questions.

William Bradica, CAO provided clarification and responded to questions.

Resolution No. 21/47

Moved by: Brian Hamilton
Seconded by: Albert Aiello

THAT with respect to Report No. 2021-30 we, The District of Thunder Bay Social Services Administration Board (the Board), receive information on the status of the District of Thunder Bay child care service system and direct Administration to implement a comprehensive review of the child care service system including a financial viability model;

AND THAT Administration determine the viability of child care operations based on the review;

AND THAT following that review, Administration will provide, for the Board's approval, a child care sustainability plan for the District of Thunder Bay child care service system.

CARRIED

Social Services Relief Fund Phase 3 Update

Report No. 2021-31 (Integrated Social Services Division) was presented to the Board to provide updated information regarding the Ministry of Municipal Affairs and Housing Social Services Relief Fund Phase 3, for information only.

Ken Ranta, Director, Integrated Social Services responded to questions.

William Bradica, CAO responded to questions and confirmed that Administration would include the amounts of funding spent for Phase 1 and Phase 2 into the next update.

At 11:01 a.m. Louise Piercey, Manager, Child Care and Early Years Programs left the meeting.

Nipigon Market Housing Options

At the May 20, 2021 Board meeting, the Board supported a memorandum that was presented by James Foulds, Board Member, requesting that Administration review options for market rental housing in Nipigon.

Report No. 2021-32 (Integrated Social Services Division) was presented to the Board to provide information concerning Community Housing under the operation of TBDSSAB and information related to the establishment of market rent housing specific to the Township of Nipigon.

At 11:06 a.m. Aldo Ruberto entered the meeting.

**Briefings Package for Meetings with
Ministers at AMO 2021 Conference**

Report No. 2021-33 (CAO Division) attaching the briefing package for the 2021 Association of Municipalities of Ontario (AMO) conference was provided to the Board for their review and consideration.

William Bradica, CAO responded to questions and provided clarification.

Ken Ranta, Director, Integrated Social Services Division responded to questions.

Administration to ensure statistics relative to the mental health and addictions supportive housing brief are updated prior to submission to the Ministry.

Crystal Simeoni, Manager, Housing Programs provided further information.

Lucy Kloosterhuis, Kevin Holland, Wendy Wright, Elaine Mannisto and Jody Davis advised that they would be attending the AMO conference and would participate in any TBDSSAB meetings that they were available for.

Resolution No. 21/48

Moved by: Brian Hamilton
Seconded by: Jody Davis

THAT with respect to Report No. 2021-33 (CAO Division), we, The District of Thunder Bay Social Services Administration Board (the Board), approve the delegation briefings package for the Association of Municipalities of Ontario (AMO) 2021 conference as presented;

AND THAT we direct the Chief Administrative Officer (CAO) to send the delegation package to the appropriate provincial Ministries;

AND THAT a copy of the approved 2021 delegation briefings package be sent to Thunder Bay District municipal councils;

AND THAT the CAO attend the virtual 2021 AMO conference to provide support to the Board Chair and other Board members in their meetings with provincial officials regarding these issues.

CARRIED

At 11:39 a.m. Crystal Simeoni, Manager, Housing Programs and Aaron Park, Supervisor, Research and Social Policy left the meeting.

CORRESPONDENCE

BY-LAWS

NEXT MEETING

The next meeting of The District of Thunder Bay Social Services Administration Board will be held on Thursday, September 16, 2021 at 10:00 a.m., in the 3rd Floor Main Boardroom, TBDSSAB Headquarters, 231 May Street South, Thunder Bay, Ontario.

Administration advised that the meeting would potentially be held in person, but the latest COVID-19 regulations would need to be reviewed prior to any final decision.

ADJOURNMENT

Resolution No. 21/49

Moved by: Aldo Ruberto
Seconded by: Kim Brown

THAT Board Meeting No. 11/2021 of The District of Thunder Bay Social Services Administration Board, held on July 15, 2021, be adjourned at 11:45 a.m.

CARRIED


Chair


Chief Administrative Officer



**MINUTES OF BOARD (CLOSED SESSION) MEETING NO. 12/2021
OF
THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD**

DATE OF MEETING: July 15, 2021

TIME OF MEETING: 10:06 a.m.

LOCATION OF MEETING: Microsoft Teams

CHAIR: Lucy Kloosterhuis

PRESENT:

Albert Aiello
Kim Brown
Jody Davis
Andrew Foulds
James Foulds
Brian Hamilton
Kevin Holland
Rebecca Johnson
Lucy Kloosterhuis
Elaine Mannisto
Aldo Ruberto
Wendy Wright

OFFICIALS:

William Bradica, CAO
Georgina Daniels, Director, Corporate Services Division
Glenda Flank, Recording Secretary

GUESTS:

Keri Greaves, Manager, Finance
Barry Caland, Manager, Infrastructure & Asset
Management

REGRETS:

Shelby Ch'ng
Ray Lake

Note: For the purposes of the Minutes references to TBDSSAB or the Board refers to The District of Thunder Bay Social Services Administration Board of Directors as relevant to specific agenda item; references to TBDHC or the Board refers to the Directors of Thunder Bay District Housing Corporation as relevant to specific agenda item. References to CAO refer jointly to the Chief Administrative Officer of TBDSSAB and Senior Administrator of TBDHC.

BOARD MEETING

DISCLOSURES OF INTEREST

William Bradica, CAO declared a perceived conflict as he is the Board Chair for Housing Services Insurance Incorporated.

Following a brief explanation of the legal issue that was to be updated, provided by Georgina Daniels, Director, Corporate Services Division, Albert Aiello, Andrew Foulds, Brian Hamilton, Rebecca Johnson and Aldo Ruberto, Board Members declared a conflict of interest as they are members of council for The City of Thunder Bay.

REPORTS OF ADMINISTRATION

Legal Matter No. 01-2020

Georgina Daniels, Director, Corporate Services Division provided a verbal update regarding Legal Matter #01-2020 and responded to questions.

ADJOURNMENT

Resolution No. 21/CS05

Moved by: Kevin Holland
Seconded by: James Foulds

THAT the Board (Closed Session) Meeting No. 10/2021 of The District of Thunder Bay Social Services Administration Board, held on July 15, 2021, be adjourned at 10:28 a.m., to reconvene in Open Session to consider the remaining agenda items.

CARRIED



Chair



Chief Administrative Officer

**The Corporation of the Township of Red Rock
Administrative Report**

Date: October 4th, 2021
To: Mayor and Council
Subject: Activity Report – Office of the CAO/Clerk
Submitted by: Mark Figliomeni – CAO/Clerk

RECOMMENDATION:

This report is for information only and provides Council with an activity update from the office of the CAO/Clerk.

DISCUSSION:

Current Events / Activities:

Things remain busy on a daily basis within the office. We continue to work on issues that would be best described as “Catch Up “along with current matters that need daily and/or weekly attention. I have no current issues of concern to report to Council and would advise that as a team we continue to strive to get better every day.

We continue to meet bi-weekly internally to make sure we are continuing to grow and learn, we share issues of concern and work together to build a structure that will show the best results for the Township. We will get there, and continue to get closer each and every day!

Some CAO office duties include but are not limited to:

Election Training – 2022 Municipal Election.
AMCTO Zone 9 fall meeting.
Covid-19 regional updates – Thunder Bay District update meeting.
Discussions / Meeting with the Fish & Game Club representatives.
Discussions / Meeting with LFTR representatives.
Meetings / Workshop – PSD City Wide – Asset Management.
BDO – Auditors – Final Meetings prior to presentation to Council.
Meeting with BMI – Discussions.
Meeting with Bruno’s – Discussions.
Analyzing the Sage Report for discussion.
Liaising with regional colleagues/ CAO’s.
Attended the Truth & Reconciliation Walk & Ceremony– RRIB.

We continue to monitor procedures around meeting structure and policies as well as the monitoring of all aspects of our day to day operations and future projects and goals.

**The Corporation of the Township of Red Rock
Payment Vouchers Report**

Date: October 4th, 2021
To: Mayor and Council
Subject: Payment Vouchers
Submitted by: Mark Figliomeni – CAO/Clerk

RECOMMENDATION:

This report is for approval of payment vouchers.

DISCUSSION:

the following payments for approval:

**GENERAL
PAYMENT**

DATE	CHEQUE NOS.	AMOUNT
09/17	4516 - 4527	\$ 16,748.45
		<u>\$ 16,748.45</u>

ELECTRONIC FUNDS TRANSFERS

DATE	CHEQUE NOS.	AMOUNT
08/11 – 09/08	65 – 92	\$ 65,807.66
09/17	93 – 99	\$ 45,752.92
		<u>\$ 111,560.58</u>

COMMUNITY CHEQUING

DATE	CHEQUE NOS.	AMOUNT
09/21	63 – 66	\$ 251,367.03
		<u>\$ 251,367.03</u>

PAYROLL

DATE	CHEQUE NOS.	AMOUNT
09/23	404 – 422	\$ 23,407.41
		<u>\$ 23,407.41</u>

TOTAL PAYMENTS \$ 403,083.47



Change Being Requested			
Name of Change:		Township of Red Rock Change Order Form No 01 (FTE Increase) 2021-10 to 2030-12	
Ontario Clean Water Agency (OCWA)		Per: _____ Name: Terry Bender Title: VP Operations	Date (YYYY/MM/DD):
Client Township of Red Rock		Per: _____ Name: Mark Figliomeni Title: CAO	Date (YYYY/MM/DD):

Adjustment	
Check Appropriate Type of Change	
Apply (Y/N)	Type of Change:
Y	Adjustment to Annual Price
Y	Change to Service
Y	Impact – Term October 1, 2021 to December 31, 2030

Adjustment to Annual Price
Description – Attach Additional Documentation if Required
1. Adjustment to Annual Price for FTE increase to 2.0

Change in Services
Description –
1. Increase Direct Operations Labour Full Time Equivalent (FTE) to 2.0

Cost Breakdown for Change in Services			
Item	New Monthly Cost	New Annual Cost	Cost Increase/ Decrease
For Year One from October 1, 2021 through to December 31, 2021 inclusive	\$ 29,297	\$ 259,585	\$ 14,307
For Year Two from January 1, 2022 through to December 31, 2022 inclusive	\$ 28,897	\$ 346,760	\$ 57,225
For Year Three from January 1, 2023 through to December 31, 2023 inclusive:	\$ 29,330	\$ 351,961	\$ 58,083
For Year Four from January 1, 2024 through to December 31, 2024 inclusive	\$ 29,770	\$ 357,241	\$ 58,955
For Year Five from January 1, 2025 through to December 31, 2025 inclusive	\$ 30,217	\$ 362,599	\$ 59,839
For Year Six from January 1, 2026 through to December 31, 2026 inclusive:	\$ 30,670	\$ 368,038	\$ 60,737
For Year Seven from January 1, 2027 through to December 31, 2027 inclusive	\$ 31,130	\$ 373,559	\$ 61,648
For Year Eight from January 1, 2028 through to December 31, 2028 inclusive:	\$ 31,597	\$ 379,162	\$ 62,572
For Year Nine from January 1, 2029 through to December 31, 2029 inclusive	\$ 32,071	\$ 384,850	\$ 63,511
For Year Ten from January 1, 2030 through to December 31, 2030 inclusive	\$ 32,552	\$ 390,623	\$ 64,464
	Total Cost:	\$3,574,379	\$ 561,340



Change Being Requested			
Name of Change:		Township of Red Rock Change Order Form No 02 (SIP) 2021-10 to 2030-12	
Ontario Clean Water Agency (OCWA)		Per: _____ Name: Terry Bender Title: VP Operations	Date (YYYY/MM/DD): _____
Client Township of Red Rock		Per: _____ Name: Mark Figliomeni Title: CAO	Date (YYYY/MM/DD): _____

Adjustment	
Check Appropriate Type of Change	
Apply (Y/N)	Type of Change:
Y	Adjustment to Annual Price
Y	Change to Service
Y	Impact – Term October 1, 2021 to December 31, 2030

Adjustment to Annual Price
Description – Attach Additional Documentation if Required
1. Adjustment to Annual Price for Strategic Infrastructure Plan Add on to O&M Services Agreement

Change in Services
Description –
1. In 2021, the OCWA and the Township of Red Rock entered into agreement to operate the Red Rock’s Water & Wastewater Facilities and to utilize OCWA’s SIP Program to complete the Township Water System Financial Plan and Rate Study, requirements for the Municipal Drinking Water Licence Renewal.
2. The SIP Program financial spend was requested for \$23,500 with no interest payback over the 10 year agreement in monthly installments.

Cost Breakdown for Change in Services			
Item	New Monthly Cost (O&M+SIP)	New Annual Cost (O&M+SIP)	Cost Increase/ Decrease (SIP)
For Year One from October 1, 2021 through to December 31, 2021 inclusive	\$ 29,508	\$ 260,220	\$ 635
For Year Two from January 1, 2022 through to December 31, 2022 inclusive	\$ 29,108	\$ 349,301	\$ 2,541
For Year Three from January 1, 2023 through to December 31, 2023 inclusive:	\$ 29,542	\$ 354,502	\$ 2,541
For Year Four from January 1, 2024 through to December 31, 2024 inclusive	\$ 29,982	\$ 359,782	\$ 2,541
For Year Five from January 1, 2025 through to December 31, 2025 inclusive	\$ 30,428	\$ 365,140	\$ 2,541
For Year Six from January 1, 2026 through to December 31, 2026 inclusive:	\$ 30,882	\$ 370,579	\$ 2,541
For Year Seven from January 1, 2027 through to December 31, 2027 inclusive	\$ 31,342	\$ 376,100	\$ 2,541
For Year Eight from January 1, 2028 through to December 31, 2028 inclusive:	\$ 31,809	\$ 381,703	\$ 2,541
For Year Nine from January 1, 2029 through to December 31, 2029 inclusive	\$ 32,283	\$ 387,391	\$ 2,541
For Year Ten from January 1, 2030 through to December 31, 2030 inclusive	\$ 32,764	\$ 393,164	\$ 2,541
	Total Cost:	\$ 3,597,878	\$ 23,500

**THE CORPORATION OF THE TOWNSHIP OF RED ROCK
BYLAW 2021-1253**

***BEING A BYLAW TO ADOPT A POLICY AND PROCEDURES
FOR COLLECTION OF WATER AND SEWER CHARGES***

WHEREAS, the Council of the Township of Red Rock deems it advisable to establish policies and procedures with respect to collection of water and sewer charges by the Township of Red Rock.

NOW THEREFORE, THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF RED ROCK ENACTS AS FOLLOWS:

1. That a policy with respect to collection of water and sewer charges by the Township of Red Rock be established as set out in Policy Number attached hereto and forming part of this Bylaw;
2. That Bylaw 2011-1051 being a bylaw to set fees for Water and Sewer Services for Residential Customers, be rescinded in its entirety;
3. That this Bylaw be cited for all purposes as "Township of Red Rock Water and Sewer Charges Collection Policy Bylaw 2021-1253";
4. And that this Bylaw shall come into force and take effect upon its final passing.

READ A FIRST AND SECOND TIME this 4th day of October, 2021.

READ A THIRD TIME AND FINALLY PASSED this 4th day of October, 2021.

(seal)

Mayor

Clerk

**TOWNSHIP OF RED ROCK
POLICY/PROCEDURE**

Section	Subject	Page 1 of 3		
	Wat/Sewer Account Collection Policy	APPROVED: 04	10	2021
		Day	Month	Year

OBJECTIVES

1. To ensure outstanding water and sewer accounts are collected in a timely fashion.
2. To provide mechanisms to be initiated to collect accounts which are in arrears.
3. To provide procedures to write off accounts when it is apparent that they are uncollectible.
4. To establish guidelines for providing timely and appropriate information to Council as to the status of water and sewer account collections in order that Council can be informed as to the effectiveness of the collection policies and practices.

PRINCIPLES

The following principles shall govern the implementation of the practices and procedures set out in this policy.

- Subject to the following, procedures for the collection of water and sewer accounts shall be applied universally, uniformly and consistently.
- That notwithstanding, the Treasurer may exercise a degree of judgement including the extending of a certain amount of understanding and clemency to the ratepayer provided that such would be in furtherance of the achievement of the objectives as stated.
- The Treasurer may use any means provided by the *Municipal Act, 2001*, as amended in order to maximize collections while keeping administration and legal costs to a minimum.

DEFINITION OF TERMS

In this policy, the following shall have the meanings as indicated.

Arrears: Any portion of an account for water and sewer services which remain unpaid after the date upon which they are due.

ISSUING OF WATER AND SEWER BILLS

1. Water and sewer bills will be issued within 6 days of the first of the month in which they are due.
2. Water and sewer bills will be due and payable on the 27th day of the month issued.

METHODS OF PAYMENT

- Payments may be made at the Municipal Office, through financial institutions, telephone

SCHEDULE 'A' TO BYLAW 2021-1253 Water & Sewer Charges Collection Policy Bylaw

- banking, and internet banking or Pre-Authorized Debit.
- The receipted date at the Municipal Office will be the official date of payment.
 - If payment is received after what is considered to be normal business hours for the Municipal Office, that payment will be treated as having been received on the next business day. For electronic payments, the effective date of payment as per the bank remittance notice is the date used to determine if payment was received prior to normal business hours.
 - Cheques that are post-dated to the due date will be accepted at the Municipal Office and held by the Treasurer. If a customer submits two (2) N.S.F. (non-sufficient funds) cheques for payments, personal cheques will no longer be accepted unless the cheques have been "certified".

PENALTIES FOR NON PAYMENT

Penalties will be applied to water and sewer accounts in arrears at a rate determined by council not to exceed the allowable under the *Municipal Act, 2001* as amended on the first day following the date in which the balance was due and on the first day of each month thereafter while the account remains unpaid.

Interest and Penalty will be adjusted only in accordance with:

1. Payments that have been received before the end of the month, but which have not been processed through the cashier prior to the penalty levy.
2. Gross or manifest clerical errors as approved by the Treasurer.

COLLECTION OF WATER AND SEWER ARREARS

Water and sewer accounts will be considered to be in arrears when all or a portion of the account remains unpaid on the day immediately following that upon which payment thereof was due.

The following actions shall be taken when water and sewer accounts are in arrears.

1. Reminder notices will only be sent for balances that are \$5.00 or more.
2. Amounts owing under \$5.00 will appear as past due on the next water and sewer bill.
3. Reminder Notices shall be sent within seven (7) days following the due date.
4. Final Notices shall be sent fourteen (14) days after the Reminder Notices.
5. Customers may make amicable payment arrangements at any time prior to disconnection.

SCHEDULE 'A' TO BYLAW 2021-1253
Water & Sewer Charges Collection Policy Bylaw

DISCONNECTION

1. Accounts remaining unpaid for a period of ten (10) days beyond the date of issuance of the Final Notice are subject to disconnection of the service and may be disconnected by the Township at any time after the indicated disconnection date. A disconnection charge will be applied to the account upon disconnection.
2. Payment arrangements can be made on any account in arrears at any time prior to disconnection. Upon default of said payment arrangements service will be disconnected immediately and without further notice.
3. Costs associated with the use of court action, as approved by the Treasurer, are the responsibility of the ratepayer.
4. Where the property is owner occupied, and the services cannot be shut off, or collection efforts have been exhausted, the amount due shall be added to the tax roll.
5. Amounts added to the tax roll shall be collected in accordance with the provisions of Section 398 (2) of the *Municipal Act, 2001*, as amended which includes the provision to include the outstanding charges in the cancellation price for a tax sale.

RECONNECTION AFTER DISCONNECTION OF SERVICE

1. Service will not be reconnected until the account is paid in full.
2. A reconnection charge as established by bylaw, from time to time, will apply and must also be paid prior to reconnection.
3. Payment must be made in cash, certified cheque, money order or Internet Banking (with proof of payment) only.

NOTES ON COLLECTION OF WATER & SEWER ARREARS

1. All arrangements for payment must be approved by the Treasurer or designate.
2. All actions will be clearly documented.
3. Any deviation from procedures will be immediately brought to the attention of the Treasurer.
4. All collection letters must be personally signed.
5. Arrears may be sent to third party collections at the discretion of the Treasurer.